

18 JUN 1973

MEMORANDUM FOR: Deputy Director of Personnel for Plans  
and Control

1. You have now had an opportunity to review the minutes of the 1 June 1973 meeting of the CIA Management Committee. I know you are off and running on 2a and 2b (PDP and APP). The DD/O is going to formally request an extension to mid-August for completion of the APP. I suggested to Mr. Brownman that he support this request.

2. You will note that 2c directs me to develop a study group to consider changes in the career service system. I have been advised that [ ] is DD/S&T representative. Will you contact the other three Directorates, obtain names of representatives and convene meeting to get group underway.

3. Paragraph 2e of the minutes will be accomplished through completion of PDP and APP. You should emphasize need for identifying assignments in and out of components as these two plans are developed.

4. Paragraphs 2f and 2g. Action has been given to Chief, CPD and DD/Pers/R&P respectively.

5. Paragraph 5d. Fitness Report Study. You have action to implement. Mr. Colby approved our paper of 19 December 1972 with following additions:

a. Letters of Instruction will be used by all to establish what is expected from the individual; i.e., goals and objectives. Ratings then will relate to how individual achieved the established objectives.

b. Mr. Colby wants the employee to review the rater's comments and then to comment himself as he desires. The reviewing officer then adds his comments and the ratee sees the entire report.

6. I return all my papers herewith.



STATINTL

Harry B. Fisher  
Director of Personnel

Atts

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